

**Moultonborough Planning Board
P.O. Box 139
Moultonborough, NH 03254**

Regular Meeting

September 28, 2016

Minutes

Present: Members: Scott Bartlett, Rich Kumpf, Joanne Farnham, Kevin Quinlan, Allen Hoch,
Norman Larson, Russ Wakefield (Selectmen's Representative)
Alternate: Rich Thorman
Staff Present: Administrative Assistant, Bonnie Whitney

I. Pledge of Allegiance

The Chairman opened the regular meeting at 7:00 PM and led the Pledge of Allegiance.

II. Approval of Minutes

Motion: Mr. Wakefield moved to approve the Planning Board Minutes of September 28, 2016, as amended, seconded by Mrs. Farnham, carried unanimously.

III. Citizen's Forum – None

Mrs. Farnham stepped down from the Board at this time. The Chairman seated Rich Thorman with full voting members. Members then introduced themselves for the record.

IV. New Submissions

1. Joanne Farnham (69-7) (11 Ossipee Mountain Road)
Minor Two Lot Subdivision

The Chair stated that this was a request for a proposed Minor Two Lot Subdivision creating one new lot with one residual lot. The Chair stated that the application was in order for acceptance and scheduling of a public hearing by the board for this evening.

Motion: Mr. Larson moved to accept the application for Joanne Farnham (69-7) as complete, and to schedule a hearing for this evening to be Hearing #1, seconded by Mr. Quinlan, carried unanimously.

2. Lance W. Packard, Property of Thomas A. Power Consultants, Inc.
(116-4) (492 Whittier Highway)
Site Plan Review

The Chairman stated the Board was in receipt of a letter dated September 20, 2016 from David M. Dolan, agent for the applicant, Lance W. Packard; property of Thomas A. Power Consultants, Inc. (116-4) (492 Whittier Highway) withdrawing the Application for Site Plan approval submitted to the Planning on August 31, 2016.

Motion: Mr. Hoch moved to accept the withdrawal of the application submitted by Lance W. Packard; property of Thomas A. Power Consultants, Inc. (116-4) (492 Whittier Highway) without prejudice, seconded by Mr. Wakefield, carried unanimously.

V. Boundary Line Adjustments – None

VI. Hearings

**1. Joanne Farnham (69-7) (11 Ossipee Mountain Road)
Minor Two Lot Subdivision**

Mrs. Farnham recused herself from the Board for this hearing.

Jim Hambrook of Hambrook Land Surveying presented the application for a Minor 2 Lot subdivision of a 5.46 acre +/- parcel, creating one new lot of 2.39 acres with a residual lot of 3.07 acres. He stated that the property was the subject of a subdivision approved in 2008. Mr. Hambrook briefly described the existing improvements on the proposed residual lot, noting that there is an existing home, outbuildings, well and septic. Mr. Hambrook stated the wetland delineation was completed by North County Soil Services and was provided with the application package. Unit Density Calculations were shown that proposed Lot 7.2 will support 1.42 units and residual Lot 7 supporting 1.82 units. Mr. Hambrook noted that they have received a Town driveway permit and they have submitted applications to NH DES for State Subdivision and a Wetlands Permit, both are pending at this time. Mr. Hambrook answered any questions from the board.

Mr. Larson questioned why the staff recommendation was to only set one monument along the proposed new boundary line, noting there should be additional monuments or drill holes in the stone wall in both areas in which the bearings change along the stone wall. Mr. Hambrook offered to mark the two areas in question with a drill hole.

The Chair asked for questions or comments from the board or the public. It was noted there were none. The Chair then closed the Public Hearing.

Motion: Mr. Wakefield moved to approve the minor two lot subdivision for Tax Map 69, Lot 7 for Joanne Farnham, which subdivides an existing 5.46 +/- acre parcel creating one new lot of 2.39 +/- acres with a residual lot of 3.07 +/- acres with the following conditions: 1. Set three monuments / drill holes prior to the Chair signing the plat. 2. Receipt of NH DES subdivision approval for proposed Lot 7.2; 3) Place subdivision approval number on the final plan; 4) Receipt of NH DES Wetlands Permit for the proposed driveway permit cut, place number on final plan; 5) Include DPW comments on the plan; 6) Add the owner's signature block to the plat and have the owner sign the plan prior to the Chair signing the plat; 7) That the final plat be submitted to the Development Services Office in electronic format to include both a pdf and an approved cadd file format, seconded by Mr. Hoch, carried unanimously.

VII. Other Business/Correspondence

- Review of the possible amendment to the Zoning Ordinance (VCOD Map);
- Master Plan preparation update: Kevin Quinlan and Norman Larson

1. Review of possible amendments to the Zoning Ordinance: Village Center Overlay District (VCOD): Mr. Bartlett stated that members had been provided with a preliminary map that identified the properties to be included in the VCOD. Members were asked to look at the map, reread the VCOD and make notes and prepare suggested changes/amendments to the proposed VCOD boundaries. Members discussed the preliminary map, making their suggested changes and reasons for suggested changes. It was noted that this was something that could be amended in the future if they felt it was necessary. After a short review of suggested changes, members were in agreement with the revisions to the preliminary map. This

information will be forwarded to our mapping company, CAI Technologies, so that they may prepare a final map identifying the property boundaries as discussed this evening.

There were a few minor changes made to the August 24th, 2016, 3rd Draft version of the VCOD language. The first being in the Purpose section, amending bullets three and four to read “encourage” in place of preserve and retain. A question was raised regarding Note 4 under Dimensional Standards, asking what it was for, did it need an explanation? It was stated the 4 should be an asterisk, as it identifies what SPRRs stands for in Table 1 above. Members suggested removing that and expanding the language in the table.

2. Master Plan Steering Committee (MPSC) Update: Mr. Quinlan stated that the MPSC has finished up with the draft chapters for the Vision and Land Use Chapters and are continuing to work on the Transportation Chapter. Mr. Bartlett commented that they are working on the “go forward” plan, working on the goal and objective strategies. The MPSC will be meeting on October 4th. Once the committee is finished with their review it will be presented to the Board for their approval.

3. Dates for the Public Hearing, as well as deadline dates for public notice were noted. The Public Hearing has been set for November 9th. Ms. Whitney suggested that the Board set an additional date if a second hearing is anticipated. This would be necessary if any substantive changes were made at the first hearing on November 9th. After a brief discussion it was the decision of the Board to set November 30th as the date for a second public hearing and to notice both meetings in one public notice in the paper.

IX. Adjournment: Mrs. Farnham made the motion to adjourn at 8:20 PM, Seconded by Mr. Wakefield, carried unanimously.

Respectfully Submitted,
Bonnie L. Whitney
Administrative Assistant